

MINUTES
Public Health Council
State Health Plan Committee
June 14, 2007

Location: Westwood Health Center
2900 Golf Road, Waukesha, Wisconsin

Attending: Rachel Morgan, Jan Seibert (phone), Mary Jo Baisch, JoAnn Weidmann, Carol Graham, Gary Hollander, Peggy Hintzman, Patrick Remington (phone), Marilyn Haynes-Brokopp, Leah Arndt, Pa Vang

Absent:
Richard Perry, Mark Huber (resigned), Julie Willems Van Dijk (resigned), Catherine Frey, Tenille Washington, Bridget Booske, Peggy Hintzman, Christopher Okunseri,

Staff Present :
Margaret Schmelzer

Guests Present:
Amanda Regenold, Jessica Miller, Alexandra Fairchild, Jenna Traeger, Jennifer Hewines

Agenda Item	Lead	Action
Welcome and check in Ms. Schmelzer opened the meeting at 9:00 a.m. as Dr. Baisch was delayed.	Dr. Baisch	
Review agenda and approve minutes Agenda approved without change. Recommended minor, non-substantive corrections to the May 10 minutes. Ms. Schmelzer to copy edit the minutes.	Dr. Baisch	Motion by Graham and seconded by Weidmann to approve minutes as revised. Unanimous.
Report from the Chair and Vice Chair No formal report provided. Ms. Weidmann gave an oral report of the May 2007 Public Health Council meeting. Members expressed concern over new agenda items on the Council's agenda concerning <i>Healthiest Wisconsin 2010</i> priorities (e.g., nutrition) and not addressing formal policy recommendations from the Committee on the very same priority. Discussed the need for coordination between the Committee and the Council.	Dr. Baisch	Motion by Graham seconded by Weidmann that the Co-Chairs and Ms. Schmelzer meet with the Executive Committee. Unanimous. Motion by Baisch seconded by Graham that the Chair provide a structured report of Committee processes and decisions at every Council meeting. Unanimous. Motion by Graham seconded by Weidmann that Ms. Schmelzer prepare, for the Chair, a summary of agreed-upon key issues, and desired actions of the Council. Motion by Graham seconded by Baisch that the Chair and Vice Chair be included at the July 2007 Executive Committee meeting

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		and at the meeting staff from the Council, Committee, and Dr. Sheri Johnson be in attendance. Unanimous.
<p>Review schedule and locations for 2007 Ms. Schmelzer provided an electronic copy of the 2007 schedule with the agenda.</p>	Dr. Baisch Ms. Schmelzer	<p>Alternate meetings between Waukesha and Beloit, ideally meeting in Beloit every other or every third meeting.</p> <p>Postpone review of the Mental Health priority to August 2007 and the High- Risk Sexual Behavior priority to September 2007.</p>
<p>Report from the Division of Public Health Ms. Schmelzer provided an electronic copy of the 2007 schedule with the agenda. She reported that Mr. Mark Huber and Ms. Julie Willems Van Dijk resigned from the Committee.</p> <p>Dr. Baisch and Ms. Haynes-Brokopp recommended that a Medicaid representative be asked to serve on the Committee. Dr. Baisch suggested that the Committee discuss, in the near term, whether Ms. Anderson (who represents the hospital sector on the Council) would serve on the Committee and represent the hospital sector.</p> <p>Ms. Weidmann reported on efforts she is taking to explore private sector representative by an organizational leader in Waukesha County who would also represent the hospital sector. Will confirm and communicate findings to Ms. Schmelzer. Dr. Baisch expressed gratitude to her for her leadership.</p> <p>Ms. Schmelzer reported that the Council was working hard to coordinate its efforts and processes. To that end, Ms. Kristine Freundlich of DHFS Enterprise Services would like to meet with Committee members to discuss process and report documentation. Ms. Schmelzer provided an electronic</p>		<p>Ms. Schmelzer to prepare a letter thanking Mr. Huber and Ms. Willems Van Dijk for their service.</p> <p>Motion by Ms. Haynes-Brokopp seconded by Dr. Baisch that Ms. Schmelzer draft a letter for the Co- Chairs requesting that Dr. Sheri Johnson discuss the need to identify a Medicaid representative on the Committee and determine, with Secretary Hayden, the best person in Medicaid to fill that role on the Committee. Unanimous.</p> <p>Identify strategies concerning hospital sector representation strategies at the next meeting including results from Ms. Weidmann's efforts.</p> <p>Ms. Schmelzer to set up a teleconference or in-person meeting with Ms. Freundlich to learn of her recommendations on process. The Committee will take these under advisement. Members selected to meet with Ms. Freundlich included: Dr. Hollander, Dr. Baisch, Mr. Perry, and Ms. Schmelzer.</p> <p>Ms. Schmelzer to update the "Recommendations Grid" with</p>

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<p>copy of a new document to track policy recommendations and actions to the Public Health Council. Ms. Schmelzer walked the Committee through the document entitled: "Recommendations Grid." The Committee was favorable to the document as a tracking tool. Made two recommendations: (1) remove the column titled SHPC, (2) add a column named Date Sent, and (3) retain the "comments column."</p>		<p>minor labeling changes as recommended by the Committee.</p>
<p>Report from Dr. Seibert Dr. Seibert reported on the written and oral interview survey she conducted in Spring. This was a quality improvement survey. Key respondent findings included:</p> <ul style="list-style-type: none"> • Keep monthly meeting schedule. The majority recommended meeting from 9:00 a.m. to 12:00 Noon. • Committee content is complex and did not prefer sending substitutes. • Active role was reaffirmed. Roles included (1) meet with public health system partners, (2) advance policy, (3) provide subcommittee leadership, (4) organize subcommittees, (5) edit reports and policy recommendations, and (7) research and write letters and correspondence. • Reaffirmed 2007 health priority reviews to include: access, mental health, and high-risk sexual behavior. • The greatest strength of the members is their grounding in community. • The greatest challenges included follow-through on issues with the Council, and assuring that Committee work is acknowledged, read, and acted upon by the Council. 	<p>Dr. Seibert</p>	<p>The Committee expressed its deep appreciation to Dr. Seibert for her work.</p> <p>Motion by Dr. Hollander seconded by Ms. Morgan that the full report be electronically transmitted to the Committee so final recommendations can be made at the June 2007 meeting. Unanimous.</p>
<p>Review draft, determine next steps and timeline – Alcohol, substance use and addiction Ms. Vang reported that the last formal input to the report occurred at the May meeting. It is expected that the final report will be ready in July 2007 and following approval by the Committee a</p>	<p>Dr. Baisch Ms. Vang</p>	<p>Ms. Vang and Mr. Perry will prepare a final report and presentation on findings and recommendations concerning Alcohol, Substance Use and Addiction for the July 2007 meeting. Dr. Baisch and Mr. Perry will</p>

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<p>formal report with policy recommendations will be transmitted to the Public Health Council.</p> <p>The Committee expressed concern that recommendations were given to the Council at its May 2007 meeting before the Committee approved them. These recommendations are now part of the public record including the Webcast.</p>		<p>discuss these concerns and report back to the Committee in July.</p>
<p>Process evaluation: Access to primary and preventive health services.</p> <p>Ms. Schmelzer reported that policy recommendations concerning the access priority have not been received.</p> <p>The Committee spent considerable time discussing what they expect from the progress reports from the Division of Public Health. Key issues included:</p> <ul style="list-style-type: none"> • Want policy recommendations as the lead-off content. • Want to know the limitations of the data. • Need to step out the internal committee processes and the external processes used by Ms. Schmelzer when working with state staff. • Acknowledged that the Committee does not have a system for partnership input. Who decides who comes. Dr. Arndt stated the Committee needs to determine if external partners should be invited to hear the presentations; if not, should the partners be invited to respond to the policy recommendations from the Committee? Dr. Arndt suggested “vetting” the recommendations with external partners. <p>Ms. Schmelzer said state staff will invite external partners to attend the Mental Health and Mental Disorders progress report.</p>		<p>Ms. Schmelzer and Ms. Haynes-Brokopp will develop a sequence of internal and external processes and then create an algorithm for each process. The Committee will review, improve, and approve the processes at the July 2007 meeting.</p> <p>The Committee needs to act upon Dr. Arndt’s recommendation and make certain such actions are reflected in the process algorithms.</p>
<p>Evaluation and confirm next meeting</p>		
<p>Meeting went well and a lot of content was covered in three hours. Members</p>		

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<p>were pleased to finish up their work an hour early. Dr. Baisch and the Committee thanked Westwood for the coffee and thanked Ms. Schmelzer for the food.</p> <p>Next meeting is scheduled for Thursday, July 12th, in Beloit.</p>		
Meeting adjourned at 12:00 Noon.		

Minutes recorded by:
Margaret Schmelzer
Chief Staff to the Committee

- C: Ayaz Samadani, MD, Chair, Wisconsin Public Health Council
Sheri Johnson, PhD, Administrator and State Health Officer, Division of Public Health
Thomas Sieger, Deputy State Health Officer, Division of Public Health
Patricia Guhleman, MS, Interim Director, Bureau of Health Information and Policy
Kevin Wymore, Staff, Wisconsin Public Health Council
Jane Conner, Staff, Wisconsin Public Health Council